

JOB DESCRIPTION

JOB TITLE: Senior Health Environmentalist

GRADE: 19

JOB CODE: 3005

DATE: 11/8/95

GENERAL FUNCTION: Under general supervision of the environmental health supervisor or the director of the local health department, performs work of moderate to complex in difficulty in the inspection of facilities, and the investigation and resolution of environmental complaints and nuisances. The incumbent has completed all the required on-the-job training and educational programs, passed all the examinations of certification processes required to work in the various environmental health programs, and has demonstrated competence to assume responsibility.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

Inspects establishments or facilities for compliance with state regulations.

Completes an inspection checklist noting findings, irregularities, and recommendations; identifies and discusses problem areas with the owner or manager and recommends solution to the problem; conducts a follow-up inspection to ensure compliance with regulatory requirements; may conduct training classes in all environmental areas.

Reviews plans for new construction and modification of regulated facilities to ensure compliance with regulations; makes recommendations for approval or disapproval of plans.

Performs regular inspections of tourist accommodations, schools, and swimming pools to ensure compliance with state and local regulations pertaining to environmental health.

Performs the initial investigation of food borne illnesses; interviews parties concerned; secures food samples for analysis; writes report of investigation for use by health officials.

Reviews plans for on-site sewage systems for residences, institutions, and other construction; checks for sufficient capacity; gathers and reviews topographical data, water table depth, soil analysis data, percolation tests, and other physical characteristics that would affect operation of the proposed system; performs on-site inspection prior to approval; approves or rejects installation of system or makes recommendations for changes in system location or configuration.

Investigates complaints regarding pollution, housing, insect or rodent infestation, or other health-related problems; attempts to solve problems through negotiation; initiates legal action if applicable or necessary; refers to appropriate health department personnel if problem is major; may supervise paraprofessional employees

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Conducts health surveys relating to potential environmental health hazards; makes recommendation to management

Reviews legislation, policies, and program standards.

SUPERVISION RECEIVED: Limited supervision with alternating periods of autonomy and general review. Supervisor plays substantial role in setting objectives and organizing work

SUPERVISION EXERCISED: May serve as working supervisor or lead person in supervising health environmentalist or support staff.

JOB SPECIFICATIONS:

Knowledge and Abilities:

Good knowledge of the principles of chemistry, biology, geology, and other natural sciences as applied to environmental health and sanitation; of state, local and departmental policy, rules and regulations as applied to environmental health; of the methods and techniques required to inspect regulated establishments and facilities, of conditions that cause and methods to prevent environmental health hazards; of testing equipment applicable to environmental health inspections.

Considerable skill in communicating effectively, both orally and in writing.

Working skill in performing arithmetic computations; in conducting routine inspections of facilities; in interpreting departmental policies and guidelines and state and local rules and regulations for inspection purposes; in identifying conditions that cause environmental health hazards and providing preventive solutions; in the use of applicable testing and inspection equipment.

Considerable ability to independently perform sampling and/or inspection duties and determine compliance with all applicable environmental health laws and regulations; to understand the organization of and relationships among state, county and municipal governments in matters relating to public health activities.

Working ability to identify regulatory infractions and recommend corrective action; to develop and maintain effective working relationships with managers, county authorities and the general public.

Minimum Education, Training, and Experience Requirements: Four-year degree from a college or university, with a minor or equivalent course work (24 semester hours) in

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environmental health, biological or physical science.

One year of experience as a health environmentalist or other experience where the necessary knowledge and abilities have been acquired.

(Note: an individual upon employment must become registered under the provisions of KRS 223 prior to becoming a permanent employee.)

The intent of this job description is to provide a representative summary of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this description.